

EUCALYPTUS GROVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
THURSDAY, AUGUST 8TH (6PM) Via Zoom

1. CALL BOARD MEETING TO ORDER – CONFIRMATION OF QUORUM

Meeting was called to order at: 6:01 pm

Board Members present

Craig Nicholson - President
Joe Mora - Vice President
Christine Hall - Treasurer
Colin Smith - Member-at-Large
Tamara Simmons - secretary
(arrived at 7:10pm)

Managers & Employees present:

James Nguyen of Bartlein
Julia Ambat, Scribe

Homeowners present:

Catherine Levya #369
Bill Rauch #351
Jim Dewey #339
Kathie Taylor #271
Terry McNulty #270
Kim Ray #271
Annette Winter #260
James Studarus #360
Bruce Trowbridge #364

2. REQUEST BY OWNERS IN ATTENDANCE / VIA CORRESPONDENCE / PHONE –

Open Forum (unless it's an emergency, it'll be put on next month's agenda); Bd to consider request & possibly vote. Each unit has about 3 minutes to address their concern to the Board.

Cathy Leyva #369: Inquired about the second poll on CCR responsibilities, reported dry rot near her steps and utility closet, and requested professional conduct at board meetings.

Chris Hall #351: Suggested creating task forces to address smaller details before meetings and emphasized the need for active committees.

Bill Rauch #351: To be discussed under agenda item 6a.

Kim Ray #135: Requested an update on embankment work at 7640. Joe confirmed materials have arrived, and work is on schedule.

Kathie Taylor #271: Requested the continuation of the Zoom link for meetings.

James Studarus #360: To be discussed under agenda item 6b.

3. APPROVAL OF PRIOR MEETING MINUTES (7/11/24)

a. Regular Session.

Craig motioned to approve the regular session meeting minutes from 7/11/2024 with the changes discussed in the meeting and agreed upon by board members. Joe seconded. This was approved with Joe, Craig, and Chris voting in favor and Chris voting against because she disagreed with the description of Owner Schaff's requests.

b. Executive Session Summary (leak & insurance release; fine; payroll)

Craig motioned to approve the executive session meeting minutes from 7/11/2024. Joe seconded. This was unanimously approved.

4. TREASURER, OFFICERS & COMMITTEES

a. Reading of the Treasurer's Report.

Reserve expenditures last month: Dry rot repair #361 & 270/370; repainting 360/361 & 370; pool pump



Operating Expenses are about 22+% below budget through end of last month on cash basis

Suggested Motion: Move to approve the Treasurer's report and confirm the Board has reviewed all financial information each month as required by Civil Code Section 5500 including, but not limited to, the Association's check register, monthly general ledger, and delinquent assessment receivable reports. Furthermore, as required by Civil Code Section 5380, the Board has approved all transfers of funds to and from the Association's bank accounts, and has approved any two authorized signers on the Association's bank accounts to transfer funds from reserves in an amount necessary to pay for expenditures as described in the Association's budget or otherwise approved by the Board.

July payroll costs: Pool - \$326 (YTD \$3,585.17); Caretaker: \$154 (YTD \$4,273.36); Scribe: \$623 (YTD \$6,238.75)

James reviewed the Treasurer's Report. Joe moved to accept the Treasurer's Report as presented, with the suggested motion included above. Chris seconded the motion. The Board unanimously approved.

b. Landscape recommendations & proposals – tree work & replacement; weed control

Creek revamp is ongoing, trees have been ordered, and an additional worker has been brought in. A large honeycomb in a Jacaranda tree requires removal. Chris moved to authorize James to arrange for the beehive removal. Colin seconded. Unanimously approved. Chris mentioned a neighbor removed four wasp nests; Joe confirmed this is permissible.

c. Committees (Grounds, EV, Architectural, Website, Solar, Events, etc.)

A discussion took place regarding the committees that need to be active. It was decided that further deliberation on the CC&Rs is necessary before finalizing decisions on committee responsibilities.

d. Caretaker or pool report

The caretaker is required to submit monthly reports; only one was received for June. Chris reminded the Board that the caretaker should share his work order system with James. Jim clarified there are two work order systems, one overseen by him and one by Bartlein. He also emphasized the need for Grove access device registration (clickers and key cards). A new homeowner system will replace the current one, allowing owners to manage work orders. Jim will send a tutorial once it's ready. James and Jim will have control access to the app, with Jim monitoring it frequently. The new system will go live by the end of September.

e. Vendor evaluations

Nothing to report.

5. **OLD BUSINESS (Board to consider, review and possibly vote on...)**

a. 7626 rebuild & ins, claim: Rec'd \$457,742.38; storage cost?

Rebuilding is nearly complete; Unit #229 has minor pending items. The city has signed off for the building, except for Unit 229 which pulled a separate building permit. An earlier invoice from Unit #229 for removal and storage of Personal Property was not covered by the HOA insurance policy and the submitted claim was denied. In an email to James, Craig pointed out an apparent discrepancy between the total covered loss as indicated by the insurance adjuster and the insurance check received. James and Craig will review the discrepancy offline.

b. Leak from #364 into #264 & #131; test results from #364; w/hold pmt from #364; Deductible Release Bruce completed mold remediation but owes a \$10,000 deductible, which has been withheld pending a release from the Board. Tamara moved to release \$1,620.17 to Bruce the HOA was withholding until his Unit was tested and declared mold free. Joe seconded. Unanimously approved. Tamara moved to draft a suitable release with legal counsel to help secure the \$10,000 deductible from Bruce's insurance. Colin seconded with the amendment for lawyer drafting. Votes: Joe, Tamara, Colin, Craig in favor; Chris against (requesting the use of a standard release). The motion passed.

c. 7636 siding repair & window replacement cost (\$985.40 charged to #259, 260, 359, 360 each)

Annette requested reconsideration of the \$985.40 charge for windows. Chris moved to cover the cost. Colin seconded. All were in favor except for Craig who abstained. Because of recent problems identified with retrofit-style windows, Tamara moved to inspect all retrofit windows installed in the past 10 years.



Colin seconded. The motion to inspect retrofit windows, if possible, passed with Craig abstaining. Joe moved to prohibit insert-style and retrofit windows going forward. Chris seconded. Unanimously approved. Chris moved to waive replacement costs for three other affected units (#259, #359, #360). Colin seconded. Votes: Tamara, Colin, Chris in favor; Craig, Joe against. The motion passed.

d. Repairs: roof; dryrot; painting; gutter cleaning; approval and/or ratification of proposals & invoices (if any);
Don recommended completing dry rot repairs before power washing. Chris moved to postpone the power washing proposal until dry rot extent is known. Tamara seconded. Unanimously approved. Chris moved to inspect for dry rot requiring repair. Tamara seconded. The discussion noted that the inspections were already being done and so a formal vote was not needed. The motion failed. Craig moved to approve Beachside invoices, including \$17,784 for front entry deck at 7636 #361. Tamara seconded. Unanimously approved.

The meeting adjourned to executive session at 8:41pm.

e. Updating the gov docs: Revised survey sent & return deadline extended to 7/8/24; results;
Discussion tabled.

f. Towing vehicles & emailing notifications
Discussion tabled.

g. Review budget
Discussion tabled.

h. Gas lines projects - installing tags on each line (Jim Dewey);
Discussion tabled.

i. Repairs & bids: DG paths; V-Ditch; Sidewalk; (if any)
Discussion tabled.

j. Consolidated Overhead upgrades to gates, gym & pool access control
Discussion tabled.

k. Pool facilities & sauna; other related issues; handicap seating;
Discussion tabled.

l. Signs: Address, pathways, directional, speed limit, no trespassing, pool area
Discussion tabled.

m. EV charging stations
Discussion tabled.

n. Inspection of elevated walkways & balconies - by Focused Group
Discussion tabled.

o. Pedestrian pathway improvements mailbox kiosk across from 7632
Discussion tabled.

p. Utility closets at 7628 #117 - reimbursement forthcoming
Discussion tabled.

q. Meeting in person - equipment required for zoom capability
Craig moved to hold in-person meetings with a Zoom option for remote participation, requiring Board members to attend in person for a quorum. Joe seconded. Votes: Colin against; Craig, Joe, Chris in favor. The motion passed.



- r. Fire safety - quote for radios I walkie-talkie;
- s. Air table

6. NEW BUSINESS (Board to consider, review and possibly vote on...)

a. #351 Front porch & staircase landing resurfacing & request for reimbursement

The unit owner requested confirmation that landings and non-exclusive patios outside third-floor units are common areas. The Board agreed that the HOA will cover resurfacing costs. The owner also requested reimbursement for deck damage caused by power washing in 2019. Joe moved to approve payment for the damaged deck. Tamara seconded. Chris recused herself. The motion was unanimously approved, with Chris abstaining. Bill asked about the deck color standard. Craig confirmed a standard exists but hasn't been consistently enforced. Tamara moved to table the discussion on deck color. Colin seconded. Unanimously approved.

b. 7636 #360 three back windows
discussed in 5c.

c. Power wash bldgs.
Discussion tabled.

d. Replacement fee for gate clickers
Discussion tabled.

e. Bulky items pick up by Marborg
Discussion tabled.

f. Replacement of stair treads & brackets
Discussion tabled.

g. Rekeying common doors
Discussion tabled.

h. Other items to be put on next month's agenda
Discussion tabled.

7. EXECUTIVE SESSION

If needed: (Executive Session may only be used to discuss litigation, contracts with 3rd parties, member discipline, personnel, upon an owner's request to discuss payment of assessments, foreclosures, disability requests, legal advice, censure of a director, or mental illness of a member); levying fine; disability

- Late payers through end of last month (balances of \$500 or more):
- Internal Dispute Resolution / Levy fines / Bankruptcy / Foreclosure / Small Claims / Write off

8. ADJOURNMENT at 9:08pm (Scheduled meeting 9/12/24 @ 6PM IN PERSON & via Zoom)

Prepared By: Julia Ambat (Scribe) 8/8/24

